

May 8, 2009

The Glastonbury Town Council  
2155 Main Street  
Glastonbury, CT 06033

Re: Town Manager's Report

Dear Council Members:

The following will keep you up-to-date on various topics:

**1. Dog Park:**

At the April 14<sup>th</sup> meeting, a question was asked on the proposed location for the dog park. The attached page outlines the general location. This site was the subject of informal review at the Thursday, April 30<sup>th</sup> Conservation Commission meeting. The proposal will be forwarded for formal Commission action after review by state and federal agencies.

**2. Proposed Legislation:**

The Connecticut Conference of Municipalities (CCM) is proposing 2 legislative actions. First, state action by May 15<sup>th</sup> on municipal aid levels for 2009-2010. Also special legislation to allow municipalities, notwithstanding ordinances or charters, to amend their local budgets and property tax rates after they have been adopted. This would be to account for state aid levels that differ from adopted budgets.

**3. Lease – 95 Oak Street:**

The agreement for town purchase of property at 95 Oak Street provides for a lease with Aero-Med for storage space at \$3,000 per month. The lease is month-to-month with a 30 day termination notice. Flanagan Industries will lease approximately 15,000 s.f. under the same terms and conditions as Aero-Med for \$5,080 per month. With a 12 month lease assumption, the Town will receive \$97,000 in lease revenue to the General Fund.

**4. Handicap Accessibility – Academy Building:**

For the May 19, 2009 referendum the circular drive between Town Hall and Academy D wing will be fully designated for handicap parking. Barricades with appropriate signage will be posted at the entrance to the circle. The Registrars will have workers assigned to monitor this area throughout the day. A Police Officer will be stationed at the entrance to Town Hall to direct traffic in and out during busy periods. This should successfully respond to previous concern for the availability of handicap parking at the Academy polling location.

**5. Gateway Closing:**

The option for Building 2-Phase II of the Gateway medical office complex was exercised and the sale closed on Tuesday, April 28<sup>th</sup>. The purchase price for this second parcel under Phase II is \$891,940. The Town also retains the \$150,000 non-refundable deposit for option 1 and 2 of Phase II. Combined revenues for the most recent conveyance is \$1,041,940 (\$891,940 + \$150,000). Revenues for all sales to date total \$3.87± million.

**6. Expense Report:**

My expense report for the period January-March 2009 was forwarded separately. Council is asked to formally recognize receipt of this report as part of Tuesday evening's meeting.

**7. Between Department Transfers:**

At the April 14<sup>th</sup> meeting, Council approved 2 between department transfers for winter storm costs and legal fees. Both actions subject to a favorable Board of Finance report and recommendation. At its Wednesday, April 15<sup>th</sup> meeting, the Board favorably acted on both matters.

**8. Earle Park Bridge:**

The permit application process with the State Department of Environmental Protection (DEP) requires the Notice of Permit Application be forwarded to the Chairman of the Council. Attached is a copy of the permit application in accordance with this DEP requirement.

**9. Paper Shredding:**

The Town, through the Police Department and in cooperation with Proshred Security, will hold a paper shredding event from 8:00 a.m. to 12 noon on May 30, 2009. The program will be held to the rear of the Academy building at no charge for Glastonbury residents. This provides the opportunity for residents to safely destroy/dispose of confidential records and paperwork. The Town is periodically requested to conduct such events. The shredded material will be delivered to CRRA as a recyclables to the Authority. Thanks go to Proshred Security (David Symonds) for assisting the Town in this program.

**10. Transfer of Development Rights (TDR):**

Review of a TDR regulation will be scheduled for the joint Council/TP&Z Subcommittee over the next 2 weeks. I will advise all Council members so that you can attend as interest and schedules allow.

**11. Special Revenue Funds:**

I have attached the March 31, 2009 Statement of Revenues, Expenditures and Changes in Fund Balance for the Police and Recreation Special Revenue Fund. Each fund is performing as contemplated.

**12. Solid Waste:**

A report on proposed and potential changes to Solid Waste procedures will be presented at the May 26<sup>th</sup> meeting. This will include a discussion of the 9,500 GVW restriction recently brought to your attention by a local resident.

**13. Housing Authority:**

I have asked Housing Authority Executive Director, Neil Griffin, to attend the May 26<sup>th</sup> meeting to update Council on Authority projects.

I will be happy to review the preceding and any other items Tuesday evening.

Sincerely,

Richard J. Johnson  
Town Manager

RJJ:yo  
Attachments